

# **FINANCE COMMITTEE**

## **MEETING MINUTES**

September 11, 2019, 7:30 a.m.

304 E. Grand River, Board Chambers, Howell MI 48843

Members Present	Carol Griffith, Douglas Helzerman, Kate Lawrence , William Green , Wes Nakagiri, Robert Bezotte, Dennis Dolan , Gary Childs
Members Absent	Donald Parker

### **1. CALL MEETING TO ORDER**

The meeting was called to order by Commissioner C. Griffith at 7:30 a.m.

### **2. ROLL CALL**

Indicated the presence of a quorum.

### **3. APPROVAL OF MINUTES**

Meeting minutes dated: August 21, 2019

Motion to approve the minutes as presented.

Yes (8): C. Griffith, D. Helzerman, K. Lawrence , W. Green , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (1): D. Parker

**Motion Carried (8-0-1)**

### **4. TABLED ITEMS FROM PREVIOUS MEETINGS**

None.

### **5. APPROVAL OF AGENDA**

Motion to approve the Agenda as presented.

Yes (8): C. Griffith, D. Helzerman, K. Lawrence , W. Green , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (1): D. Parker

**Motion Carried (8-0-1)**

### **6. CALL TO THE PUBLIC**

Ted Westmeier, Howell, spoke regarding the recent benefit changes for non-union employees.

## **7. REPORTS**

Cindy Catanach, Finance Officer provided a brief introduction for the Courts 2020 Budget Presentation.

### **7.1 2020 Budget - Level 2 - Department Requests**

a. Friend of the Court:

Melissa Sharrer presented the 2020 level 2 budget for Friend of the Court

b. Circuit Court

c. Juvenile Court & Childs Care Fund

d. Probate

e. District Court

f. Central Services & Court Grants

Roberta Sacharski distributed a handout to Committee members "Livingston County Final Budget Allocation Analysis." Roberta presented slides for the remaining areas of the Courts and reviewed Revenue Projections, Cost Drivers, Personnel, and Spending Trends.

Commissioner Childs exited at 8:17 a.m. and returned at 8:18 a.m.

Roberta Sacharski answered questions from the Committee and recommended possibly scheduling a separate meeting to discuss funding concerns and report data.

Commissioner Green exited at 8:40 a.m.

## **8. RESOLUTIONS FOR CONSIDERATION**

### **8.1 Court Central Services**

Resolution Authorizing a Budget Amendment for Carryover of Substance Abuse and Mental Health Services Administration Grant Funds for Adult Drug Court to the Fiscal Year 2019 Budget

Recommend Motion to the Board of Commissioners.

**Moved by:** K. Lawrence

**Seconded by:** G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs  
Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

### **8.2 Juvenile Court**

Resolution Authorizing the 2020 Memorandum of Understanding on Cash Match Funding for Behavioral Health Managed Care Services

Recommend Motion to the Board of Commissioners.

**Moved by:** D. Dolan

**Seconded by:** R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

### **8.3 LETS**

Resolution Authorizing Sub-recipient Agreement for Transportation Services between Livingston County (LETS) and People's Express of Whitmore Lake

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** K. Lawrence

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

### **8.4 LETS**

Resolution to Accept Funding from Ascension Providence Hospital, Michigan Medicine, and Saint Joseph Mercy Health System to Establish a Healthcare Transportation Collaborative

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

### **8.5 Car Pool**

Resolution Authorizing Contract Award to Enterprise Fleet Management to provide Automotive Fleet Management Services for the Car Pool Department

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** W. Nakagiri

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.6 Car Pool**

Resolution Authorizing the Reorganization of the Car Pool Department

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** D. Dolan

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.7 Car Pool**

Resolution Authorizing Capital Expenditure for One (1) Vehicle and Supplemental Appropriation to the FY 2019 Budget

Recommend Motion to the Board of Commissioners.

**Moved by:** K. Lawrence

**Seconded by:** R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.8 Department of Public Works**

Resolution Amending Resolution 2019-07-109 Authorizing Issuance of Sewage Disposal Bonds (Septage Receiving Station), Series 2019

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.9 County Clerk**

Resolution Authorizing the Ballot Programming Fee

Recommend Motion to the Board of Commissioners.

**Moved by:** K. Lawrence

**Seconded by:** R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs  
Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.10 Register of Deeds**

Resolution for Addendum to Computer Software and License Sales Agreement between Livingston County MI, Register of Deeds and Fidlar Technologies for a new Conversion Project

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs  
Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.11 Register of Deeds**

Resolution to Authorize Additional Office Renovations for the Historic Courthouse and a Supplemental Appropriation to the Fiscal-Year 2019 Budget

Recommend Motion to the Board of Commissioners.

**Moved by:** D. Dolan

**Seconded by:** G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs  
Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**8.12 Fiscal Services**

Resolution Authorizing an Agreement with American Tower Corporation to Provide Cellular Tower Lease Assignment and Management Services

Recommend Motion to the Board of Commissioners.

**Moved by:** D. Helzerman

**Seconded by:** G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs  
Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

### **8.13 Facility Services**

Resolution Authorizing an Agreement with Outfront Media, Inc. to Provide Billboard Lease Management Services for the West Complex Billboard Owned by Livingston County

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** D. Dolan

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

### **8.14 Administration**

Resolution Authorizing the Lease of 820 East Grand River, Howell, MI to Love INC

Recommend Motion to the Board of Commissioners.

Discussion.

**Moved by:** D. Dolan

**Seconded by:** D. Helzerman

Motion to table the resolution until the next Finance Committee meeting, September 25, 2019, to allow time to review the property for potential use as the Public Defender's Office.

**Moved by:** W. Nakagiri

**Seconded by:** K. Lawrence

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

## **9. CLAIMS**

Miscellaneous Claims Dated: September 9, 2019

Recommend Motion to the Board of Commissioners.

**Moved by:** K. Lawrence

**Seconded by:** G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**10. PREAUTHORIZED**

Computer Print-out Dated: August 22 through September 9, 2019

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

**11. CALL TO THE PUBLIC**

Greg Kellogg, Director of LETS/Car Pool, stated that there should be a correction to his budget presentation from the Work Session on September 9, 2019: Greg explained that a \$50,000 appropriation would allow for (4) additional drivers.

Chris Folts, Director of Facility Services, explained that the Love Inc. lease includes language to terminate with a (90) days' notice.

**12. ADJOURNMENT**

Motion to adjourn the meeting at 9:22 a.m.

**Moved by:** D. Helzerman

**Seconded by:** G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, R. Bezotte, D. Dolan , and G. Childs

Absent (2): W. Green , and D. Parker

**Motion Carried (7-0-2)**

A handwritten signature in blue ink, appearing to read "Natalie Hunt", is written over a horizontal line.

Natalie Hunt, Recording Secretary